

MINUTES
REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY
Tuesday, July 12, 2016
City Hall, Room 604
1:30 p.m.

*****For more detailed information regarding the meeting, please see the meeting video on our website at <http://greenbaywi.gov/event/redevelopment-authority-meeting-51/> and follow the time stamp listed on each item.***

MEMBERS PRESENT: Harry Maier, Chair; Gary Delveaux, Vice-Chair; Ald. Joe Moore, Melanie Parma, Matt Schueller, Tom Weber

LIAISON REPRESENTATIVES: Jeff Mirkes, Leah Weycker, Brian Johnson

MEMBERS EXCUSED: Jim Blumreich

OTHERS PRESENT: Kevin Vonck, Mayor Schmitt, Cheryl Renier-Wigg, Krista Cisneroz, Billie Jo Horsens, Kevin King, Julia Upfal, Pooja Weller, Bob Stillman, Ron Charneski, Ben Culbertson, Ald. Dave Nennig, Garrit Bader, Paul Belschner, Jim Kratowicz, Scott Schoeneman, Christopher Thomas, Media, and other interested parties

APPROVAL OF AGENDA:

Approval of the agenda for the July 12, 2016, meeting of the Redevelopment Authority.

A motion was made by G. Delveaux and seconded by T. Weber to approve the agenda for the July 12, 2016, meeting of the Redevelopment Authority. Motion carried.

APPROVAL OF MINUTES:

Approval of the minutes from the June 14, 2016, regular meeting of the Redevelopment Authority.

A motion was made by M. Schueller and seconded by Ald. J. Moore to approve the minutes from the June 14, 2016, regular meeting of the Redevelopment Authority. Motion carried.

COMMUNICATIONS:

1. Communication from June 21, 2016, of the Common Council by Ald. Moore for a schedule and plan on disposing of properties recently acquired from Brown County with Neighborhood Enhancement Funds. (00:34)

A motion was made by Ald. J. Moore and seconded by M. Schueller to refer to staff. Motion carried.

2. Communication from June 21, 2016, of the Common Council by Ald. Moore to work with Tundra Lodge on their leisure pool project to maximize the project and increase tax base, regardless of inclusion of a competitive events pool. (00:59)

Ald. J. Moore explained that he wants to focus on the Tundra Lodge project to make sure the project is maximized regardless of what happens with Colburn Pool.

A motion was made by Ald. J. Moore and seconded by G. Delveaux to refer to staff. Motion carried.

OLD BUSINESS:

None.

NEW BUSINESS:

3. Request to approve First Amendment to Development Agreement Titletown Brewing Expansion-Larsen Green. (2:08)

K. Vonck provided an overview of the area covered by the original Development Agreement, which includes building A, B, and E. The Developer is requesting to extend the pay-as-you-go TIF incentive terms in the original agreement to include Buildings C and D, which were not included as part of the original agreement. The Amendment was distributed and reviewed and changes include: 1) to allow for the pay-as-you-go annual Tax Increment Financing (TIF) payment equal to fifty percent (50%) of the incremental taxes to cover the remaining buildings; 2) to remove the cap amount; and 3) to adjust the termination date for payments to 2033, which is the expiration of TID 14. All other terms shall remain the same.

The Developer anticipates spending about \$7 million in investment for buildings C and D, with an estimated increased valuation of \$4 million.

It was clarified that the original intent of the Development Agreement was to redevelop Buildings A through E. A discussion followed on some of the details from the original agreement.

A motion was made by G. Delveaux and seconded by T. Weber to open the meeting for public discussion. Motion carried.

Paul Belschner explained that there was a residential apartment developer that had Buildings C and D under contract before they owned any of the buildings, which is why they weren't included as part of the Development Agreement. Their redevelopment plans for Buildings C and D include first floor retail and floors two through four as primarily office tenants with anticipated occupancy in October/November 2016 for a portion of the space.

A motion was made by G. Delveaux and seconded by T. Weber to return to regular order of business. Motion carried.

A motion was made by G. Delveaux and seconded by M. Parma to approve the First Amendment to Development Agreement Titledown Brewing Expansion-Larsen Green. Motion carried.

4. Request to approve Term Sheet for 1901-1931 Main Street. (19:09)

K. Vonck provided an overview of the property location and redevelopment project. The Developer, GB Real Estate Investments, LLC, plans to redevelop the properties into a banking institution, a fast-food restaurant, and a dental clinic. The property has an assessed value of \$641,500 with an estimated value upon completion to be \$2.4 million. The Developer has requested TIF assistance from the City and RDA for engineering and environmental remediation work.

Staff recommends a pay-as-you-go TIF incentive of 50% of available tax increment with a cap at \$120,000.00. TIF payments shall terminate at the end of tax year 2023.

A motion was made by T. Weber and seconded by G. Delveaux to open the meeting for public discussion. Motion carried.

Garrit Bader stated that all three projects are currently underway. The environmental remediation work is still underway as well.

A motion was made by G. Delveaux and seconded by Ald. J. Moore to return to regular order of business. Motion carried.

Further discussion followed regarding the environmental remediation and it was noted that the extent of the contamination and long-term monitoring was not realized.

A motion was made by Ald. J. Moore and seconded by M. Schueller to approve the Term Sheet for 1901-1931 Main Street. Motion carried.

5. Request to establish "Blight District" on Main Street to allow for the disbursement of CDBG funds. (25:57)

Julia Upfal provided an overview of the blight district boundaries. It includes seven parcels that could be considered as contributing to blight. In order to qualify as a blight district under HUD, 25% of the parcels must exhibit specific characteristics of blight as established by HUD and the State of Wisconsin. Staff would like to officially designate the area as a blight district to make it easier to implement CDBG projects and disburse CDBG funds within the district.

It was noted that the use of CDBG dollars with a façade or demolition grant is very difficult. The funding has to go towards job creation, spot blight, or area blight. Area blight is the easiest category to distribute the funding. Discussion followed regarding

notification requirements to the property owners and it was suggested to notify the owners and inform them of the programs they are eligible for.

A motion was made by G. Delveaux and seconded by T. Weber to officially designate the area on Main Street, as mapped in the attachment, as a blight district. Motion carried.

6. Request to grant \$5,000 to the Art Garage for façade renovations using the CDBG Façade Grant. (31:42)

Julia Upfal noted that if the blight designation is approved by Council, staff would like to provide a \$5,000 façade grant to the Art Garage. The grant would be used to make repairs on the Cedar Street facing side of their building. The Façade Grant fund has approximately \$46,000 available and has not been used for several years.

Ald. Dave Nennig expressed his support for providing the grant to the Art Garage.

A motion was made by T. Weber and seconded by M. Parma to open the meeting for public discussion. Motion carried.

Bob Stillman, Board Member at the Art Garage, stated the main problem with the façade of the building is the mortar between the bricks. Rain could get into the building and damage artwork if it comes down at the right angle.

A motion was made by G. Delveaux and seconded by Ald. J. Moore to return to regular order of business. Motion carried.

A motion was made by M. Schueller and seconded by M. Parma to grant the Art Garage \$5,000 for Façade Renovations using the CDBG Façade Grant. Motion carried.

7. Request for disposition of 809-811 Crooks Street and 719 N. Broadway to NeighborWorks Green Bay under the Adopt-A-Home program. (36:02)

C. Renier-Wigg provided an overview of the Adopt-A-Home program. The program is facilitated by NeighborWorks Green Bay, and this project will be done with the Meng Foundation as the donor. An RFP was sent out for 809-811 Crooks, but staff did not receive any offers. None of the developers could make the numbers work for the amount of rehabilitation needed. The estimated amount of the rehab project is \$140,000 with an estimated sale price of \$110,000. The \$30,000 loss would be the Adopt-A-Home sponsor investment.

An RFP for rehab was sent out for 719 N. Broadway and it was then offered under the New Homes in Your Neighborhood program with no offers received. The Adopt-A-Home program is willing to do a new build at this location, which they have never done in the past. The building will be taken down and architectural pieces from the house will be salvaged to re-use in the new build. The estimated amount of the project would be \$180,000 with an estimated sale price of \$140,000. The \$40,000 loss would be the Adopt-A-Home sponsor investment.

A motion was made by Ald. J. Moore and seconded by M. Schueller to approve disposition of 809-811 Crooks Street and 719 N. Broadway to NeighborWorks Green Bay under the Adopt-A-Home program. Motion carried.

8. Request by Brown County UW-Extension to allocate \$26,000 of CDBG funds to provide 50% of a staff position to continue the Community Garden projects in Green Bay neighborhoods. (43:54)

K. Cisneroz explained that the Brown County UW-Extension administers 10 neighborhood-based gardens in Brown County, 8 of which are in the City of Green Bay. Brown County funded a full-time Community Gardens Coordinator position for many years, but has changed the full-time position to a LTE. The UW-Extension requested funding to help support the position. In March, the RDA approved a \$25,000 allocation of CDBG funds to help support the position for the year. There are CDBG public services funds for 2016 available to allocate to this public service activity. Staff feels that the gardens are essential in the community and a great use of CDBG funds. The request for funds needs to be made on a yearly basis.

Discussion followed on the reduction in funding from Brown County and how to address the situation. It was the consensus that Brown County should be funding 100% of this position. It was suggested to reduce the amount provided through CDBG funds if the request is brought forward next year.

A motion was made by M. Schueller and seconded by M. Parma to approve the allocation of CDBG funds in the amount of \$26,000 to support 50% of the Community Gardens Coordinator position for 2016. Motion carried.

9. Request to grant a 60-day planning option for the development of 1915 Harold Street under the New Homes In Your Neighborhood program. (52:34)

A motion was made by Ald. J. Moore and seconded by G. Delveaux to open the meeting for public discussion. Motion carried.

C. Renier-Wigg stated the RDA owns the lot under the New Homes In Your Neighborhood program and a builder is interested in building a single family home. Part of the lot is in the flood plain.

Ron Charneski provided an overview of the project plans. It is a small lot and is currently vacant. Under Construction LLC would like to build a single-family, one-story, 1,000 sq. ft. house with two bedrooms and an attached garage.

The planning option is needed because a survey needs to be completed to ensure the structure is built outside of the flood plain or elevated to get the property out of the flood plain. Upon discussion, it was noted that this could come back at the August meeting and did not have to wait 60 days.

A motion was made by G. Delveaux and seconded by T. Weber to return to regular order of business. Motion carried.

A motion was made by Ald. J. Moore and seconded by T. Weber to grant a 60-day planning option for the development of 1915 Harold Street under the New Homes In Your Neighborhood program. Motion carried.

10. Request to sell 800 and 802 Reber Street for \$10,000. (58:47)

C. Renier-Wigg stated that these two properties were purchased from Brown County for \$2,630.40 as tax foreclosed properties. Procter & Gamble has offered to purchase these parcels for \$5,000 each.

A motion was made by T. Weber and seconded by G. Delveaux to approve sale of 800 and 802 Reber Street to Procter & Gamble for \$10,000. Motion carried.

11. Request to update 2009 Home Improvement Loan Program procedures manual. (59:30)

A draft of the updates was provided in the agenda packet. K. King stated these guidelines are required by HUD for the Home Improvement Loan Program for the use of HOME and CDBG funds. The manual needs updating to reflect required changes in HUD loan program regulations. It also provides a provision for additional funding for emergency repairs, code enforcement orders, and historic preservation requirements.

Discussion occurred regarding page 3 where it states the need for approval from the Green Bay Historic Preservation Commission. Mayor Schmitt expressed concerns with this and noted the Green Bay HPC is strictly an advisory committee. K. King stated that this was added so anyone administering this program will be aware that all projects in a Historic District are required to go before the HPC for consult as part of the permitting process. It was clarified that if the property is listed on the State or National Register of Historic Places, the applicant will be referred to the State Historical Society for approval and Green Bay's HPC for consult.

K. King explained that the procedures manual is required by HUD and must be in place when they come to monitor. He said the language could change to the Historic Preservation Commission step as an advisory step.

A motion was made by G. Delveaux and seconded by Ald. J. Moore to approve the updates to the 2009 Home Improvement Loan Program procedures manual with the changes as noted regarding Green Bay Historic Preservation Commission consult. Motion carried.

12. Request to sell 227 Woodlawn Avenue. (1:05:01)

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons.

The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

C. Renier-Wigg stated there is not currently an offer, but they would like to be able to act quickly upon receiving an offer without coming back to the RDA. A number of showings have taken place. She would like to convene in closed session to get guidance on negotiations to sell the property.

The closed session notice was read. A roll call vote was taken to convene in closed session. Ayes – H. Maier, G. Delveaux, Ald. J. Moore, M. Parma, M. Schueller, and T. Weber.

A roll call vote was taken to return to regular order of business. Ayes – H. Maier, G. Delveaux, Ald. J. Moore, M. Parma, M. Schueller, and T. Weber.

BILLS:

13. Request for approval of final payment to Badgerland Demolition & Earthwork, Inc., in the amount of \$23,319.00, for Contract “CD 16-01: Razing of Buildings on St. George Street & Main Street.” (1:06:57)

A motion was made by M. Parma and seconded by M. Schueller to approve final payment to Badgerland Demolition & Earthwork, Inc., in the amount of \$23,319.00, for Contract “CD 16-01: Razing of Buildings on St. George Street & Main Street.” Motion carried.

14. Acceptance of financial report and check register as provided. (1:07:33)

A motion was made by G. Delveaux and seconded by T. Weber to approve financial report and check register as provided. Motion carried.

INFORMATIONAL:

15. Director’s Report and Project Updates. (1:07:50)

K. Vonck provided the following updates:

- Several term sheets and development agreements will be brought forward on the August agenda.
- An overview of the department reorganization was provided.
- The Mayor announced his new Chief of Staff is Celestine Jeffreys.
- The Barracks project is anticipated to be on the August agenda.
- The Watermark building has two tenants open on the first floor – The Creamery and Broken Spoke.
- Options for the N. Quincy and University Avenue property.

Chair ruled for adjournment at 3:05 p.m.